

Pre-Bid Meeting Agenda

February 11, 2016

Olympic Container Terminal Trench Drain Project

Project 091573 | Contract 070154

1. Introductions

- | | |
|-------------------|---|
| a. Carol Rhodes | Port of Tacoma, Senior Project Manager |
| b. Mike Kisak | Port of Tacoma, Construction Inspector |
| c. Tim Ebner | Port of Tacoma, Senior Manager Operations |
| d. Jana Prince | Port of Tacoma, Senior Contracts Specialist |
| e. Jenn Stebbings | Port of Tacoma, Environmental |
| f. Vern Nelson | BergerABAM, Consultant |
| g. Troy Hatherell | OCT Terminal Manager |

2. Division 00 Procurement and Contracting Requirements

- a. Section 00 11 13 Advertisement for Bids
 - i. Bid Opening: **February, 22, 2016 at 3:00 p.m.** at the Port Administration Office.
 - ii. Estimated Cost: **\$160,000 - \$170,000**
 - iii. Site Visit: Following Pre-Bid
 - iv. Bidder questions and any substitution requests submitted to procurement@portoftacoma.com no later than **February 15, 2016, 5:00 PM**
 - v. Bidding Documents: www.portoftacoma.com
- b. Section 00 41 00 Bid Form
 - i. Bid form signed by Authorized person
 - ii. Fill in all blanks
 - iii. Acknowledge all addenda
 - iv. Contract Time starts at Contract Execution: 50 Calendar Days**
 - v. Liquidated Damages: \$500/Day
- c. Section 00 73 63 Security Requirements
 - i. OCT is a restricted facility
 - ii. TWIC is required for all individuals or a max. 5 workers can be escorted by a trained escort; escort cannot perform work.

3. Division 01 General Requirements

- a. Section 01 10 00 Summary
 - i. Scope of Work
 - ii. Work by Others
 - 1. Striping
 - b. 01 14 00 Work Restrictions
 - i. Site access coordination with Port of Tacoma
 - ii. Operating terminal: staging and sequence plan.
 - c. Section 01 20 00 Price and Payment Procedures
 - i. Contract Work complete – one (1) lump sum; paid per the Schedule of Values.
 - d. Section 01 30 00 – Administrative Requirements
 - i. Pre-work submittals prior to NTP: Site access
 - e. Section 01 35 43.19 – Export Soil Management (35 CY)
 - f. Section 01 55 00 – Vehicular Access and Parking
 - g. Section 01 74 19 – Waste management
- 4. Technical Specifications
 - a. Dewatering
 - b. Trenching and Backfill
 - c. Shoring
 - d. Storm Drainage Utilities
 - i. Potholing
 - e. Asphalt Paving
 - 5. Construction sequence and staging plan
 - 6. Electrical underground utilities

7. Permit

- a. Shoreline Substantial Development Permit Exemption

8. Questions

9. Site Visit